

**STATE OF TEXAS
COUNTIES OF POTTER AND RANDALL
CITY OF AMARILLO**

On the 10th day of May, 2011, the Community Development Advisory Committee met in a public hearing at 6:30pm p.m. The hearing was held at the Downtown Library, 4th & Buchanan, with the following members present:

VOTING MEMBERS	PRESENT TODAY	NO. MEETINGS HELD SINCE APPOINTMENT	NO. MEETINGS ATTENDED SINCE APPOINTMENT
ALLEN: James, Chairman	Yes	210	184
DAVIS: W. L. (Dub), Target Area	No	95	88
DUNN: Eddie, Target Area	No	19	14
GRISHAM: Glenda, NW Area	Yes	44	38
BANDY, Bill, SW Area	Yes	3	3
JONES: Thomas, NE Area	No	36	25
NELSON: Mary Jane, SE Area	Yes	3	3
PARR: Chuck, SW Area	Yes	8	6
RIVERA: Ruben, SE Area	Yes	32	28
SALDIERNA: Rita, NE Area	Yes	29	22
WHITAKER: Clem, NW Area	No	87	73

STAFF MEMBERS:

Donna Wickes, Administrator
Patty Hamm, Housing Administrator
Susan Barros, Program Coordinator
Diana Lindvay, Recording Secretary

Citizens in Attendance: 25

Media: 1

Chairman James Allen established a quorum, called the meeting to order at 7:00 pm and stated that the purpose of the committee was to be a liaison between the Community and the City Commission as to the best way to allocate Block Grant Funds each year.

Chairman Allen asked each committee and staff member to introduce themselves and what area that they represent.

ITEM 1: Approve the minutes of the Community Development Advisory Committee meeting held on April 28, 2011.

Motion by Chuck Parr, to approve the minutes, seconded by Rita Saldierna, passed unanimously 6-0

Chairman Allen informed the public that those wishing to speak before the Community Development Advisory Committee must complete the MEETING APPEARANCE REGISTRATION form. Please present the form to the Recording Secretary prior to the regular meeting. Groups wishing to address the same issue or topic are encouraged to select a spokesperson. Public input and comments are welcome at all meetings. At the appropriate time, those registered to speak will be called upon by the chair. Copies of the agenda are available from Community Development Department or on the City's website. When called on, stand and state your name and address for the record, three (3) minutes to speak, address questions to the chair board, all comments will be recorded, and appearance registration will be entered into the record.

ITEM 2: Director's Report

Donna Wickes stated that we received \$3,112,245 million in CDBG requests and \$1,149,807 million in HOME requests. The 2011 budget was finally passed and we have received our Fiscal Year Allocation for 2011 in the amount of \$1,623,723 million for CDBG and \$888,065 for HOME. This is a 16.5% cut from our FY2010 budget.

Everyone should have received their binders for the FY2011 Grant Applications. We kicked off the review process with a bus tour on May 5, 2011, visited the Public Facility application sites and reviewed their proposed projects.

This is a busy week with two evening sessions to hear presentations on applications from each organization. If you have questions after this week, please forward them to me via e-mail so that I can e-mail them to each applicant. I will then be able to forward a response back to all of the committee members. Please have all questions to me by May 27th so we can have all responses back by June 7th for our work session.

Please mark your calendar for two new meetings. This Monday on May 16th, we will have a presentation from our City Attorney Marcus Norris on the Texas Open Meetings Act. The meeting will run from 12:00pm-1:00pm. On Saturday, September 17th from 9:00am-1:00pm, we will hold our first CDAC Housing Needs Assessment Workshop. The purpose of this meeting will be to understand the Housing needs within the Target Area and begin to identify a 3-5 year implementation strategy. Enjoy the two applicant presentation sessions this week.

Chairman Allen asked if any of the committee members had any comments on the report. No comments.

ITEM 3: Consider project funding requests for the 2011-2012 Annual Action Plan for Housing and Community Development using the following resources:

2011-2012 CDBG Community Development Block Grant	\$1,623,723
2011-2012 HOME Investment Partnership Program	<u>\$ 888,065</u>
	\$2,511,788

Amarillo Habitat for Humanity, Becky Davis, P. O. Box 775, Glenwood Addition -- \$53,000 -- requesting funding on construction for two (2) homes cost \$14,000 each to be purchased at cost by low-income families, financed by Habitat for 25 years at 0% interest and \$25,000 for operating expenses. and **Park Hills Addition, \$28,000**, remodel of two (2) homes.

Chairman Allen asked if there were any comments from the committee.

James Allen asked how long was current plan. Ms. Davis replied that it would go on every year for as long as they could. Rita Saldierna said that she did not see a breakdown of the costs. Ms. Davis replied it had not been included, but would get a copy for the committee.

No further comments from the committee.

Amarillo Multiservice Center, Jan Werner Adult Day Care Center, Krissy Jones, 3108 S. Fillmore -- \$25,000 -- stated that the project would provide nursing care, exercise and therapies, nutrition, transportation, supervision in a protective environment for aged and disabled adults including Alzheimer's for a total of \$25,000.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen asked if demand was increasing. Ms. Jones replied that they had added 180 members this year because the aging population was growing.

No further comments from the committee.

Amarillo Senior Citizens Association, Kitchen Renovation, Jelaine Workman, 1217 S. Tyler -- \$283,233 -- requesting funding for an out-of-date kitchen and has some hazardous issues. The serving area needs to be made more user friendly and wheelchair/walker accessible. The original request was for \$283,233 and we have made an amendment and are now requesting \$182,170.

Chairman Allen asked if there were any comments from the committee. No comments.

Building Safety, Community Development Inspector, Target Area, Scott McDonald, Building Official, 509 E. 7th -- \$56,467 -- is seeking funds for and Inspector salary that works only in the Target Area, responsible for identifying nuisance conditions and Municipal Code violations and taking the appropriate actions to have those resolved.

Chairman Allen asked if there were any comments from the committee.

Glenda Grisham asked why they were asking for more money this year. Mr. McDonald replied that there had been a 2% increase by the City in wages.

No further comments from the committee.

Building Safety, Various Locations, Scott McDonald, Building Official, 509 SE 7th Avenue -- \$90,000 -- is requesting funds to demolish unsafe, unoccupied buildings within the target area. A small portion of the funds will also be used to remove large accumulations of junk and debris from properties within the target area.

No comments from the committee.

Catholic Family Services, InterFaith Hunger Project, Katherine Camp, 200 S. Tyler -- \$25,000 -- strives to help any disabled or elderly person living on a fixed income by providing them with enough food for an entire month.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen asked how long their waiting list was. Ms. Camp replied that it was two (2) years. Ms. Saldierna asked if training is required in order to assist. Ms. Camp said no and that they help anyone on social security and disabled. Mr. Allen asked that if we put money into this project, if there were any foreseen problems in the future. Ms. Camp answered no.

No further comments from the committee.

Downtown Women's Center, ABBA House Renovation, Rick Phillips, 409 S. Monroe -- \$175,000 -- Abba House is a two-story apartment building with five apartments on each floor. Each apartment has a small kitchen, shared bathroom on each floor, floor space 4,150 square feet, and will include repairs and replacement of electrical, plumbing, flooring, kitchens, bathrooms, windows, doors, fence, backyard deck, laundry room, heating and air units, and reimbursement for asbestos testing.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen asked if cleared with Texas Historical Commission. Mr. Phillips replied yes.

No further comments from the committee.

Family Support Services, Recovery and Prevention (RAP), Molly Rafferty, 1001 S. Polk -- \$17,743 -- requesting funding to implement a new program which would provide group counseling for elementary-aged children who have been abused and/or neglected and who attend a Title 1 school with the Target Area. Title 1 schools are those schools with 40% of students from families that qualify under the U.S. Census's definition as low-income, according to the U.S. Department of Education. This project will target Emerson, Forest Hill, Glenwood, Hamlet, Landergin, Lee, Mesa Verde, Rogers, San Jacinto, and South Lawn. The groups would be provided at the schools and facilitated by Master's level counselors focusing on recovery and prevention.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen asked if this program was replacing FAST. Ms. Rafferty said not doing FAST anymore. Ms. Saldierna asked why. Janet Byars, Executive Director, replied that it was costing too much and decided to find other avenues to pursue with lots of referrals. Mr. Allen asked how did they choose the schools. Mr. Rafferty explained that Amarillo ISD supplied the list of schools that meet the qualifications.

No further comments from the committee.

Guyon Saunders Resource Center, Resource Center Day Room, Kelly Stephens, 200 S. Tyler -- \$37,938 -- informed everyone that the Day Room provides day shelter and services for those experiencing homelessness or at-risk of becoming homeless, services that address basic needs 365 days a year. The room also provides advocacy to those utilizing the room to services in the community that promote self-sufficiency as well as health and human service needs. The funds allow a paid staff for day room duties and services that have to be provided on a daily basis.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen asked what days the day room was closed. Mr. Stephens said that the day room was never closed. Mr. Allen replied that he had been told that the day room was not open everyday. Ms. Stephens added that it was commonly known that they were open 365 days a year.

No further comments from the committee.

High Plains Institute, Growing Together, Arzella Kay, PO Box 112, Bushland, TX -- \$59,350 -- requesting funds to help improve, expand, support existing community gardens, community involvement, expand food production, support our staff, teach and demonstrate local food productions and water conservation.

Chairman Allen asked if there were any comments from the committee.

Ms. Grisham asked if they received \$49,000 would they be able to continue. Ms. Kay replied that it would take at least \$59,000. Mr. Allen asked that if the staff wasn't paid, how would they continue. Ms. Kay stated they would try to get high school students to help and begin training. Mr. Allen asked if this was an on-going project. Ms. Kay replied that they had a 5-year plan in place. Ms. Saldierna asked that if they did not receive any money, would they be able to continue. Ms. Kay said that the main thing they needed was to be able to pay salaries.

No further comments from the committee.

Emergency Repair Grants, City Wide, Donna Wickes, 509 SE 7th Avenue -- \$450,000 -- said that the program assists very low and extremely low income homeowners with repairs to their homes to correct hazardous or life threatening problems. As of April 15, 2008, homeowners are limited to a maximum of \$4,500 in repairs for each 12-month period. There are no target area restrictions.

No comments from the committee.

Housing Rehabilitation Assistance (CDBG), City Wide, Donna Wickes, 509 SE 7th Avenue -- \$200,000 -- informed everyone it provides financial assistance to lower income homeowners to repair and/or renovate their homes. These homes are in need of repairs in excess of the funds allowed in the emergency repair grant program. This is a one-time assistance with no upfront owner contribution required. There are no target area restrictions.

No comments from the committee.

Housing Rehabilitation Assistance (HOME), City Wide, Donna Wickes, 509 SE 7th Avenue -- \$250,000 -- said provides financial assistance to lower income homeowners to repair and/or renovate their homes. These homes are in need of repairs in excess of the funds allowed in the emergency repair grant program. This is a one-time assistance with no upfront owner contribution required. There are no target area restrictions.

No comments from the committee.

HOMEbuyer Assistance, City Wide, Donna Wickes, 509 SE 7th Avenue -- \$300,000 -- informed everyone that this assistance is available to help any low and moderate income household wanting to buy a home. Participating lenders approve the homebuyers for a mortgage loan and then refer them to the program. Eligible homeowners may receive up to 75% of the total down payment and closing costs not to exceed \$5,000. There are no target area restrictions.

No comments from the committee.

Rental Rehabilitation, City Wide, Donna Wickes, 509 SE 7th Avenue -- \$200,000 -- explained that this program offers a no interest deferred payment loan to property owners as an incentive to rehabilitate substandard rental units. The HOME funds will contribute 50% of the cost of eligible rehabilitation work up to a maximum of \$14,900 per unit. Owners must agree to rent controls for a minimum of 5 years. All tenants living in the units after rehabilitation must have incomes of 60% or less MFI. In multi-family units, at a minimum 20% of the tenants must have incomes of 50% or less MFI.

Chairman Allen asked if there were any comments from the committee.

Mr. Allen stated that this was a no interest loan so what happens when this person dies. Ms. Wickes answered that the City is the lien holder and the funds would have to be returned to the City. If it becomes a foreclosure, the City may not get the back money. Ms. Saldierna asked if the clients were required to take classes of any kind. Ms. Wickes replied that there are no requirements in place for clients to take mandatory homeowner classes.

No further comments from the committee.

Chairman James Allen thanked the attendees for coming.

With no further business to come before the committee, Chairman Allen adjourned the meeting at 8:20pm.

Approved by: Donna Wickes
Community Development Administrator